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# Dean of University Extended Education (SP16001)

[Minnesota State University, Mankato](#) in Minnesota

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**Deadline** April 30, 2016

**Date Posted** March 2, 2016

**Type** Administrative

**Salary** Commensurate with experience

**Employment Type** Full-time

**SALARY:** Depends on Qualifications

**OPENING DATE:** 03/02/16

**APPLICATION DEADLINE:** Priority consideration will be given to applications submitted by April 5, and review of applications will continue until position is filled.

**POSITION:** Dean of Extended Education (SP16001)

**DATE OF APPOINTMENT:** July 1, 2016

**RESPONSIBILITIES:**

The Dean of University Extended Education provides visionary and strategic leadership in the area of extended education, in alignment with the System's and University's strategic directions and high priority goals. The Dean will oversee development of higher education, business, government, community, and other partnerships to advance extended education goals, along with leading the development of an academic program portfolio of high-quality baccalaureate degree completion, graduate, and other academic programs at multiple extended education locations. The Dean also will facilitate faculty development and lead student quality and success in extended education programs. As a senior policy executive, the Dean also will lead and significantly support administrative best practices for extended education, including financial models, budget management, and instructional and administrative facilities, among others. The Dean will have responsibility for oversight and management of the university's additional locations, of which there are three at present. This key position reports directly to the Vice President for Strategic Partnerships with a dotted line reporting relationship to the Provost and Senior Vice President for Academic Affairs, serves on the Council of Deans; and due to the significance of this position for achieving the University's and System's strategic priorities and goals, collaborates with leadership at partner colleges and universities.

#### REQUIRED QUALIFICATIONS:

- PhD in Education, Higher Education, or related field; or other terminal degree in a field or discipline related to the duties and responsibilities of the position' and
- Minimum seven (7) years successful higher education faculty and academic administrative experience.

- OR -

- Master degree and a minimum of nine (9) years of progressive work with direct responsibility for distance education.

## PREFERRED QUALIFICATIONS:

- Demonstrated ability to lead and significantly support academic program design, curriculum development, implementation, and assessment.
- Demonstrated ability to develop and manage resources with a focus on both academic quality and fiscal sustainability.
- Demonstrated ability to lead organizational and transformative change to achieve strategic priorities, while managing multiple and competing requests and/or requirements.
- Demonstrated ability to develop external and internal strategic partnerships.
- Demonstrated ability to think and lead innovatively and/or entrepreneurially.
- Demonstrated track record of progressive and successful higher education experience as a faculty and administrator.
- Experience working on successful team that was responsible for institution's extended education (e.g., standards of good practice, program development, marketing, management, research, benchmarking, outcomes/metrics etc.).
- Track record of progressive and successful higher education faculty experience in a tenure-track/tenured position and promotion in rank.
- Knowledge of federal and state regulations, and regional and accrediting body requirement, related to on-line and extended education to assure compliance.
- Tenured faculty member in a post-secondary environment.
- Experience working with and providing higher education solutions for adult learners and demographic trends, and the role of extended education to enhance college completion and close achievement gaps.
- Knowledge of college transfer (e.g., academic policies, articulation agreements, recruitment, admissions, enrollment, advising, financial aid, etc.).
- Knowledge of academic and student policy development and implementation.

- Experience gathering and analyzing economic and employer data, market trends, student and career demand data, and/or other sources to guide decision making.
- Experience working in and leading a team in a public higher education university and state system.
- Demonstrated ability to leverage marketing and media opportunities to advance goals.
- Demonstrated ability to supervise, develop, and/or lead a cross-functional team. ii
- Demonstrated ability to effectively lead in a collective bargaining, shared governance environment.
- Demonstrated ability to engage in professional leadership and service at the regional, state, national, and international levels to advance strategic directions.
- Demonstrated commitment to fostering a diverse working and learning environment.
- Demonstrated ability to work collaboratively with administrators in Higher Education, leaders in industry, government, and non-profit sectors.

#### ADDITIONAL INFORMATION:

Additional information on Minnesota State University, Mankato can be found at:

<http://www.mnsu.edu>.

Application Procedures: To apply for this position, please continue the process via this website or directly at:

<http://agency.governmentjobs.com/mankato/default.cfm>. A complete online application will include the following attachments. Incomplete applications will not be reviewed by the search committee.

- Cover Letter

- Resume/Curriculum Vitae
- Contact information for three (3) references
- Unofficial Transcript(s) of your highest completed degree

Contact Information:

Robert Fleischman, Associate Provost

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\*Employment for this position is covered by the MnSCU Administrators Plan which can be found at: [http://www.hr.mnscu.edu/contract\\_plans/index.html](http://www.hr.mnscu.edu/contract_plans/index.html).

NOTICE: In accordance with the Minnesota State Colleges & Universities (MnSCU) Vehicle Fleet Safety Program, employees driving on college/university business who use a rental or state vehicle shall be required to conform to MnSCU's vehicle use criteria and consent to a Motor Vehicle Records check.



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## Minnesota State University, Mankato